



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

General Position Information

Job Title: 25929 - Analytic Methodologist - Technical Exploitation Team, NCTC/DTI - GS-13

Salary Range: \$86,335 - \$133,465 (not applicable for detailees)

Vacancy Open Period: 2/20/2020 – 3/12/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: NCTC/DTI

Duty Location: McLean, VA

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

This is an opportunity for:

- An internal candidate to fill a GS-13 cadre position.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

Who May Apply

Current GS employees at the same grade or one grade lower than the advertised position grade may apply.

Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a cadre assignment:
 - Current ODNI permanent cadre.
- For a detailee assignment:
 - Current Federal Government employees. (Current GS employees at the same grade or one grade lower than the advertised position grade may apply).



Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current GS grade and salary.
- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

Component Mission

The National Counterterrorism Center (NCTC) leads our nation's effort to combat terrorism at home and abroad by analyzing the threat, sharing that information with our partners, and integrating all instruments of national power to ensure unity of effort. The Center serves as the primary organization in the United States Government (USG) for analyzing and integrating all intelligence possessed or acquired by the USG pertaining to terrorism and counterterrorism, and its Director serves as the Counterterrorism Mission Manager. NCTC also serves as the central and shared knowledge bank on known and suspected terrorists and international terrorist groups, as well as their goals, strategies, capabilities, and networks of contacts and support. In addition, NCTC conducts strategic operational planning for counterterrorism activities, coordinating and integrating the efforts of departments and agencies across the Federal Government.

Major Duties and Responsibilities (MDRs)

The Directorate of Terrorist leads the TIDE enhancement mission through the identification and integration of known or suspected terrorist identity-centric data into the Terrorist Identities Datamart Environment (TIDE). DTI enriches IC identity intelligence capabilities by providing analytic and biometric services that resolve known or suspected terrorist identities; forging relationships with non-traditional partners and strengthening existing relationships to acquire new known or suspected terrorist identity intelligence data. DTI Technical Team seeks an Analytic Methodologist to improve the collaborative workflow of DTI and external partners within the Intelligence Community by managing and streamlining processes for data correlation, (TIDE) enhancements, and data sharing. This position involves:

- Apply and utilize new or established analytical methods and tools within the component's area of focus, the Office of the Director of National Intelligence (ODNI), and across the Intelligence Community (IC) that add value, rigor, and precision to the organization's analysis and collection programs and activities.
- Engaging with customers to understand changing needs and requirements; determine substantive questions, and offer recommendations for resolution based on quantitative analysis.
- Working independently, as well as collaboratively with team, on strategic projects to develop solutions.
- Independently prioritize research and other projects while establishing goals.
- Conducting complex statistical, mathematical, and data mining analysis independently, or in partnership with data scientist or analyst colleagues.
- Collaborating with Community partners to acquire, process and refine gaps on complex intelligence problems; devising creative all source data collection strategies to fill intelligence gaps.
- Independently developing the identification of new sources of intelligence and advance quantitative query.



- Devising quantitative analysis, ensuring all products incorporate multiple lines of inquiry and are fully coordinated with all stakeholders.
- Independently compiling and reviewing often disparate and inconsistent data to address the most complex intelligence issues or problems for the most senior internal/external customers.

Mandatory and Educational Requirements

- Thorough knowledge of appropriate analytic methods and methodological tools in one or more of the following areas: mathematics; computer science; data visualization.
- Demonstrated ability to develop user-focused applications or use software to perform data analysis to produce results.
- Demonstrated ability to leverage multiple data management tools to organize relevant information and make decisions.
- Demonstrated ability to apply intellectual curiosity; creativity and innovation to go beyond current tools to deliver the best solution to complex problems.
- Demonstrated ability to effectively communicate complex, technical concepts to technical and non-technical audiences.
- Demonstrated ability to translate complex, technical findings into an easily understood narrative (i.e. tell story with data).
- Analytical and critical thinking skills, including ability to think strategically.
- Demonstrated ability to evaluate data drawing pertinent inferences from data trend analysis, and interpretation of such inferences in keeping with the requirements of officials responsible for planning or for making policy decisions.
- Ability to multitask and change focus quickly as demands change.

Desired Requirements

- Experience: 3-5 years of related experience is preferred.
- Education: Bachelor's degree in quantitative or technical field of study (e.g. statistics, mathematics, computer science, physical science, economics).
- Working knowledge of Python, JavaScript, Perl, Visual Basic and understanding of AWS S3 services.

Key Requirements and How To Apply

Internal ODNI Candidates:

A complete application package must include:

- a. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- b. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.



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- c. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- d. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Applications should be sent to either DNI_COO_TM_HR_OPS_TEAM_C_WMA@cia.ic.gov (classified email system) or Recruitment_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both faulkti@dni.ic.gov (*Tiffany F.*) and mcreyka@cia.ic.gov (*Kathy M.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

Current Federal Employees Applying for a Detail Assignment:

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. *Applicants from within the IC must submit an application through the classified IC Joint Duty Program website.*

Applicants from federal agencies outside the IC must provide:

- a. **WRITTEN ENDORSEMENT** from the employing agency concurring with the detail.
- b. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- c. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- d. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- e. **CURRENT SF-50:** Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record. Please disregard if you are not a Federal Government employee.
- f. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Applications should be sent to either DNI_COO_TM_HR_OPS_TEAM_C_WMA@cia.ic.gov (classified email system) or Recruitment_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both faulkti@dni.ic.gov (*Tiffany F.*) and mcreyka@cia.ic.gov (*Kathy M.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

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All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application **MUST** be received by midnight on the closing date of this announcement. Applications received after the closing date will **NOT** be eligible for consideration.

To verify receipt of your application package **ONLY**, you may call 703-275-3955.

What To Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted **ONLY** if they have been selected for an interview.

Agency Contact Information

ODNI Recruitment; Phone: 703-275-3955; Email: Recruitment_TeamC@dni.gov

Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI_Reasonable_Accommodation_WMA@cia.ic.gov and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at DNI_DRA@dni.gov, by telephone at 703-275-3799 or by FAX at 703-275-1217 . Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**